

Go to [HTTP://www.troopmasterweb.com/troop4024](http://www.troopmasterweb.com/troop4024). You will only have read access which means that you can't make any changes. If you find any errors, please let an adult leader know.

TroopMaster Web


Troop 24

Free TroopMaster Mobile App Now Available!!
[Click here for more information.](#)

UserID:

Password: ☐ Make Visible

Login



Last sync date is 04/03/16

www.troopmaster.com

For your first login enter the UserID and Password provided by scoutmaster.

Troop 24

Free TroopMaster Mobile App Now Available!!
[Click here for more information.](#)

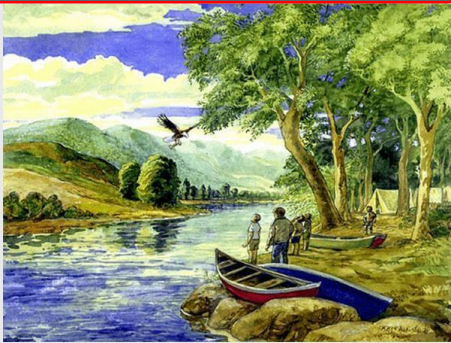
UserID:

Password: ☐ Make Visible

This is the home screen for Troopmaster. Let's look at what all the menu choices are for.

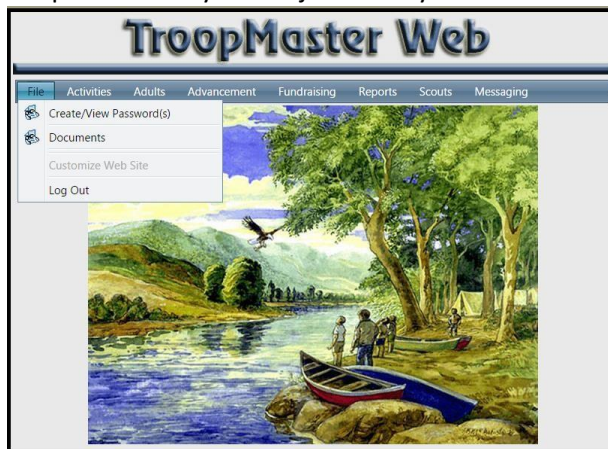
TroopMaster Web

File Activities Adults Advancement Fundraising Reports Scouts Messaging



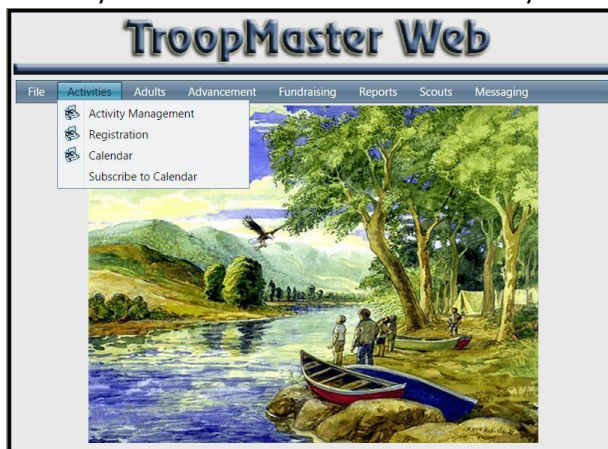
The File menu contains:

- Create/View Passwords – you can change your password here.
- Documents – This contains any documents uploaded by the Troop. **Currently not used by the Troop.** □
- Logout – You can logout of Troopmaster. Or you can just close your browser.



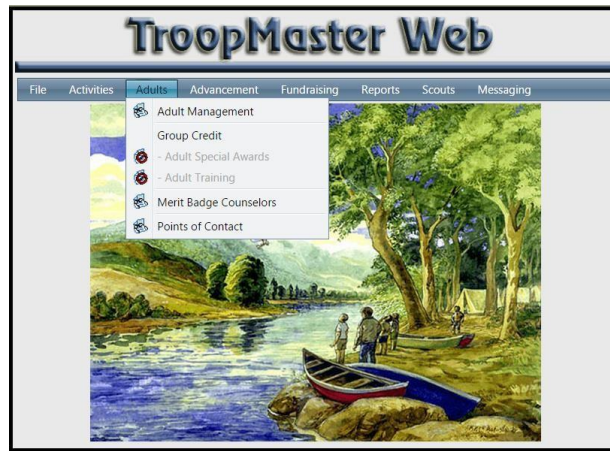
The Activities menu contains:

- Activity Management – This is a list of all the activities (meetings, campouts, community service, etc).
- Registration – You can register for an activity.
- Calendar – This shows all of the Troop's activities on a calendar view.
- Subscribe to Calendar – This allows you to subscribe to the calendar on your smartphone or computer.



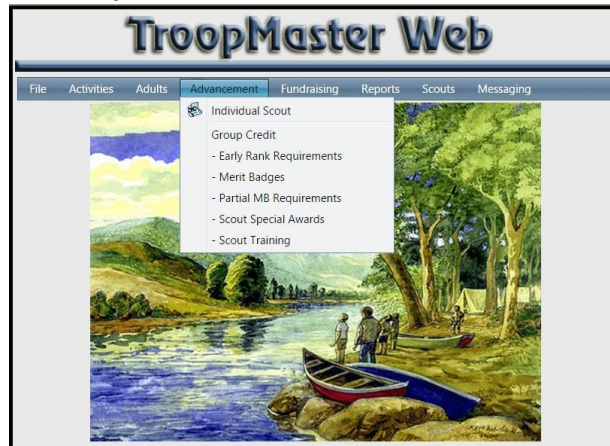
The Adults menu contains:

- Adult Management – If you are a Merit Badge Counselor, you can look up your information.
- Group Credit – **Not used by the Troop.**
- Merit Badge Counselors – This lists all of the Merit Badge Counselors for the Troop. □
- Points of Contact – **Not used by the Troop.**



The Advancement menu contains:

- Individual Scout – You can view their rank advancement status, including requirements completed and remaining. Partial and completed merit badges are also listed here. **This is the menu you will use most.** □
- Group Credit – **Not used by the Troop.**



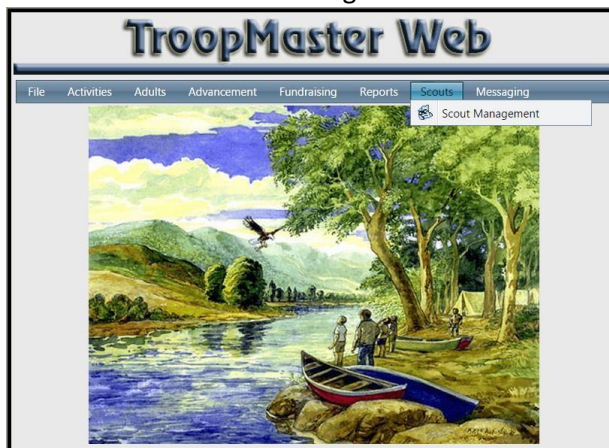
The Fundraising menu is **not used by the Troop.**

The Reports menu contains various reports that you can then print.



The Scouts menu contains:

- Scout Management – You can view the Scout's personal information, awards, leadership, training, swim level, etc. You can also reach the rank advancement and merit badge menus from this area.



The Messaging menu is used by the troop.

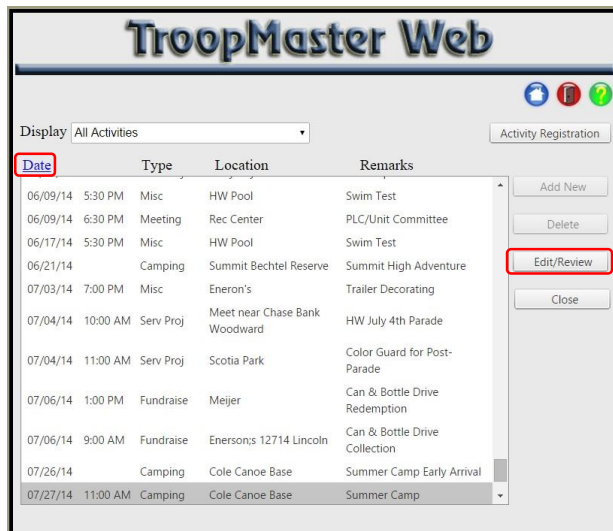
The following pages contain more detail about each menu section that is used.

Create/View Passwords

From here you can change your password and view your permissions.

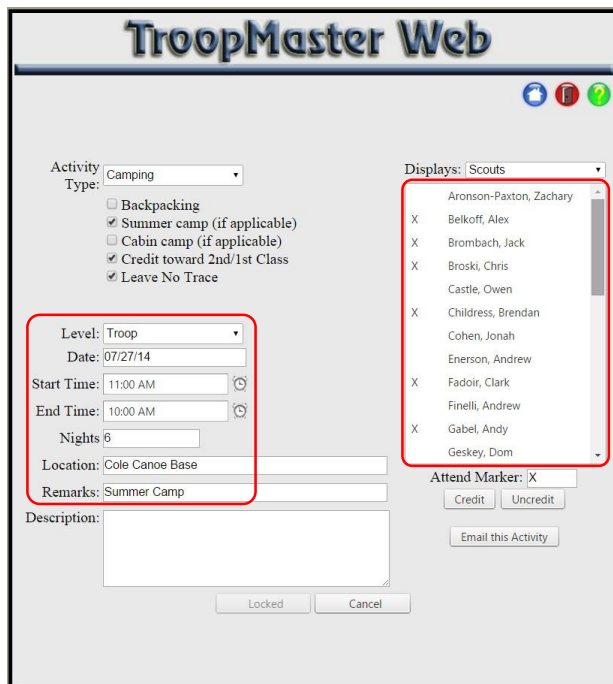
Activity Management

From here you can view all of the activities listed on the Troop calendar in a list format. If you click on Date, you can sort the activities between newest and oldest. Clicking on an activities and then the “Edit/Review” button will display details about the activity.



TroopMaster Web					
Display: All Activities					
Date		Type	Location	Remarks	
06/09/14	5:30 PM	Misc	HW Pool	Swim Test	Add New Delete Edit/Review Close
06/09/14	6:30 PM	Meeting	Rec Center	PLC/Unit Committee	
06/17/14	5:30 PM	Misc	HW Pool	Swim Test	
06/21/14		Camping	Summit Bechtel Reserve	Summit High Adventure	
07/03/14	7:00 PM	Misc	Eneron's	Trailer Decorating	
07/04/14	10:00 AM	Serv Proj	Meet near Chase Bank Woodward	HW July 4th Parade	
07/04/14	11:00 AM	Serv Proj	Scotia Park	Color Guard for Post-Parade	
07/06/14	1:00 PM	Fundraise	Meijer	Can & Bottle Drive Redemption	
07/06/14	9:00 AM	Fundraise	Enerson's 12714 Lincoln	Can & Bottle Drive Collection	
07/26/14		Camping	Cole Canoe Base	Summer Camp Early Arrival	
07/27/14	11:00 AM	Camping	Cole Canoe Base	Summer Camp	

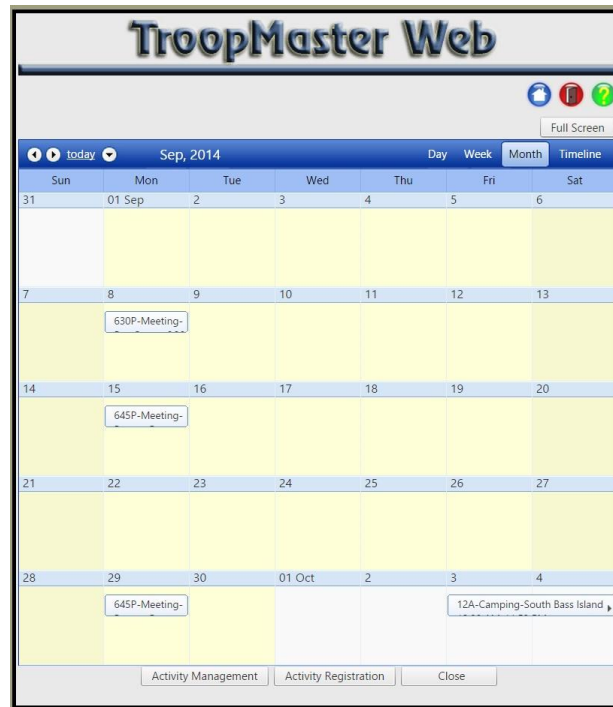
The details are shown along with who attended (if the activity is in the past). Note: subscribing to the Troop’s Google calendar will give you more accurate information on events than this screen will.



TroopMaster Web	
Activity Type: Camping	Displays: Scouts
<input type="checkbox"/> Backpacking	<input checked="" type="checkbox"/> Aronson-Paxton, Zachary
<input checked="" type="checkbox"/> Summer camp (if applicable)	<input checked="" type="checkbox"/> Belkoff, Alex
<input type="checkbox"/> Cabin camp (if applicable)	<input checked="" type="checkbox"/> Brombach, Jack
<input checked="" type="checkbox"/> Credit toward 2nd/1st Class	<input checked="" type="checkbox"/> Broski, Chris
<input checked="" type="checkbox"/> Leave No Trace	<input checked="" type="checkbox"/> Castle, Owen
Level: Troop	<input checked="" type="checkbox"/> Childress, Brendan
Date: 07/27/14	<input checked="" type="checkbox"/> Cohen, Jonah
Start Time: 11:00 AM	<input checked="" type="checkbox"/> Enerson, Andrew
End Time: 10:00 AM	<input checked="" type="checkbox"/> Fadour, Clark
Nights: 6	<input checked="" type="checkbox"/> Finelli, Andrew
Location: Cole Canoe Base	<input checked="" type="checkbox"/> Gabel, Andy
Remarks: Summer Camp	<input checked="" type="checkbox"/> Geskey, Dom
Description:	Attend Marker: X
	<input type="button" value="Credit"/> <input type="button" value="Uncredit"/>
	<input type="button" value="Email this Activity"/>
<input type="button" value="Locked"/> <input type="button" value="Cancel"/>	

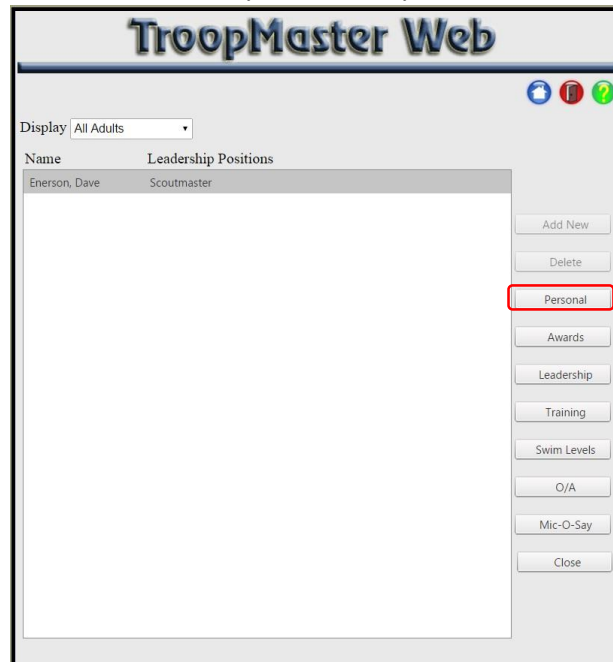
Calendar

From here you can view all of the activities listed on the Troop calendar in a calendar format. If you click on an activity, it will bring up the same details page as above.



Adult Management

If you are a merit badge counselor, you can view the information contained in the system about you. Clicking on your name and then on Personal brings up the information in the system about you.



You can also click on Training to see your Youth Protection Training date along with any other training you've taken.

TroopMaster Web

Personal #1 Personal #2 Remarks/Other

Last: **Enerson** First: **David** Middle: **Wayne**

BSA ID#: 122498568 Nickname: **Dave** Sex: ☒ Male ☐ Female

Spouse: **Michelle**

Address Line1: 12714 Lincoln

Address Line2:

City: **Huntington Woods** State: **MI** Zip: **48070**

Home Phone: Area: 248 Number: 545-0559 Ext:

Work Phone: Area: 313 Number: 248-9949 Ext:

Cellular: Area: 248 Number: 752-2056 Ext:

Email 1: denerson302@gmail.com

Email 2: denerson@ford.com

DOB: 12/22/68 Drivers Lic: ST:

Church: **Big Beaver United Method**

Joined Unit: 05/04/10 Became Leader: 05/04/10 ☒ Include on leader reports

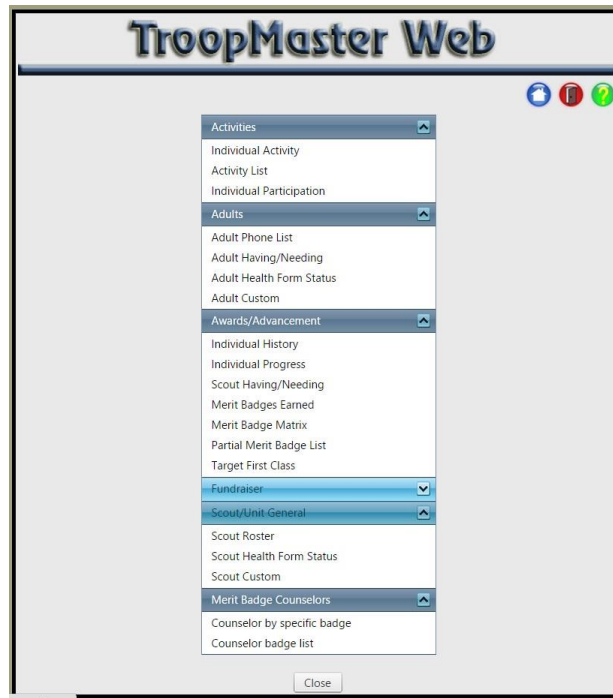
OK Cancel Awards **Training**

Merit Badge Counselors - is not used by troop

Reports

This screen lists all of the various reports that you can run about your son. There are a lot more reports here than you will likely use. Use the dropdown arrows to see the reports available under each category. If you are interested, feel free to look at the various reports. However, to save time, here are the reports that you are most likely to use are (examples are shown on the next page):

- Individual Participation – to see what activities your son has participated in such as camping trips, community service, meetings, etc.
- Individual History – This lists all of the rank requirements (including past ranks) and whether they have been signed off or still remain.
- Individual Progress – This lists the status of the rank requirements for the current rank.
- Merit Badges Earned – This lists all the merit badges that have been awarded.
- Partial Merit Badge List – This lists all of the partially completed merit badges along with the requirements remaining (if known).



Scout Management

This menu lists all of the personal information about your son and provides a link to the advancement menu. You may find starting at this menu the easiest instead of running the reports.

The screenshot shows the TroopMaster Web interface. At the top is the title "TroopMaster Web". Below it is a "Display" dropdown menu set to "All Scouts". A table lists scouts with columns: Name, Rank, Patrol, and Ldr Pos'n. The first row shows "Enerson, Andrew", "Life", "Unassigned", and "Asst SPL". To the right of the table is a vertical menu with buttons: "Add New", "Delete", "Personal", "Advancement", "Awards", "Leadership", "Training", "Swim Levels", "O/A", "Mic-O-Say", and "Close". The "Personal" and "Advancement" buttons are highlighted with red boxes.

After clicking on Personal, this screen will appear showing their information. You can click on Personal #2 to see their health information, including allergies. You can click on Parents to see the information about you.

The screenshot shows the TroopMaster Web interface with the "Personal #2" tab selected. The form contains the following fields: "Last: Enerson", "First: Andrew", "Middle: David", "BSA ID#: 116511146", "Nickname: Andrew", "Sex: Male", "Address Line1: 12714 Lincoln", "Address Line2:", "City: Huntington Woods", "State: MI", "Zip: 48070", "Home Phone: Area: 248, Number: 545-0559, Ext:", "Cellular: Area: 248, Number: 930-2285, Ext:", "Email 1: andrewenerson@gmail.com", "Email 2:", "DOB: 10/30/98", "Drivers Lic:", "ST:", "Patrol: Unassigned", "Grade: 9", "School: Berkley High School", "Church:", "Joined Unit: 05/04/10". At the bottom are buttons for "Locked", "Cancel", and "Advancement".

Clicking on Advancement brings up this menu. You can click on a specific rank or merit badges to bring up more information.

TroopMaster Web

Display
All Scouts

Enerson, Andrew

Name: Enerson, Andrew
Age: 15
Rank: Life
Patrol: Unassigned

Personal Data
Special Awards
Leadership
Training
OA
Mic-O-Say

☒ Boy Scouts ☐ Venturing
☐ Varsity ☐ Sea Scout

Scout
 Tenderfoot
 Second Class
 First Class
 Star
 Life
 Eagle
 Palms
 Merit Badges Completed
 Merit Badges Partial

Close

Clicking on a rank brings up the dates for their completed requirements and any merit badges that have been completed that fulfill that rank. Note the checkmarks in the “R” and “P” areas. “R” means that the rank or merit badge has been reported to the BSA Council. “P” means that it has been presented to the scout.

If there is a blue NOTE near the top, it shows how many remaining merit badges for the rank must be from the Eagle required list.

TroopMaster Web

Eagle - Enerson, Andrew

NOTE: 4 of 4 MBs remaining must be Eagle-req'd

Participation: 04/14/14

Scout Spirit:

Pos'n of Responsibility: 04/14/14

Eagle Project:

Scoutmaster Conference:

Board of Review: ☐ R ☐ P
Mark reqts as complete

Merit Badges Earned

Merit Badge	Date	R	P
Aviation	08/21/11	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shotgun Shooting	09/21/11	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Chemistry	04/09/12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Auto Maintenance	09/03/12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Cooking*	09/23/12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Family Life*	04/26/14	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

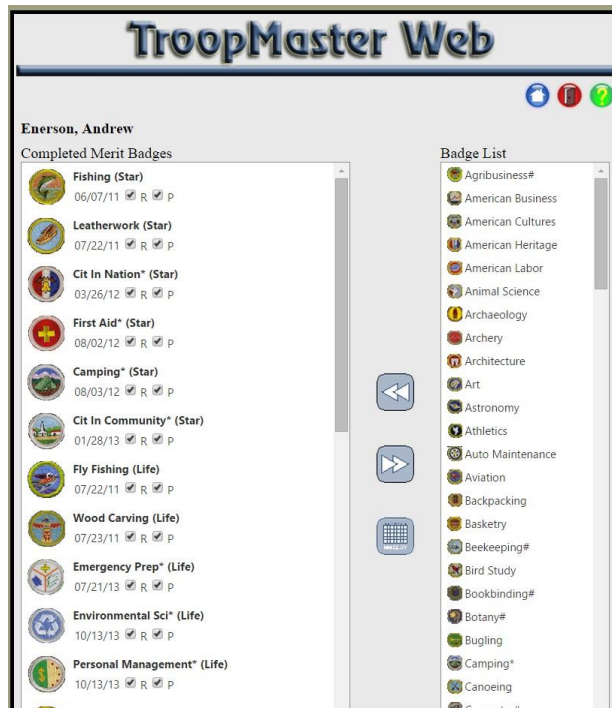
Badge List

- Agribusiness#
- American Business
- American Cultures
- American Heritage
- American Labor
- Animal Science
- Archaeology
- Archery
- Architecture
- Art
- Astronomy
- Athletics
- Auto Maintenance
- Aviation
- Backpacking
- Basketry
- Beekeeping#
- Bird Study
- Bookbinding#
- Botany#
- Business

Clicking on the blue link brings up a list of which merit badges haven't been completed that meet the rank requirements.






Clicking on Merit Badges Completed brings up this screen. The rank in parenthesis shows the rank that this merit badge was credited towards. Note the “R” and “P” checks are used here too.



Clicking on Merit Badges Partial brings up this screen. Clicking on a Badge in Progress shows which requirements are completed and those that need to be completed (if known).

TroopMaster Web



Enerson, Andrew
New Badge
Agribusiness#

Badges in Progress
Start Date: 05/09/13 Last Progress: 08/11/14

Cit In World* (2006 reqts)	<input checked="" type="checkbox"/> 1a
Communication* (2013 reqts)	<input checked="" type="checkbox"/> 1b
Cycling* (2005 reqts)	<input checked="" type="checkbox"/> 2
Hiking* (2013 reqts)	<input checked="" type="checkbox"/> 3
Orienteering (2005 reqts)	<input checked="" type="checkbox"/> 4
Personal Fitness* (2012 reqts)	<input checked="" type="checkbox"/> 5
Small Boat Sailing (2005 reqts)	<input type="checkbox"/> 6
Snow Sports (2007 reqts)	<input type="checkbox"/> 7

Remarks: